

RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES:
HELD ON: FEBRUARY 13, 2012**

**SPECIAL MEETING
8:00 am**

NOTE: These minutes are a summary of the meeting and are not a word for word account of the discussion. The meeting place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio. This meeting notice was sent to the newspaper on February ????

Jim Reed called the meeting to order at 8:10 am. All participated in the Pledge of Allegiance.

PRESENT: Amy Lewis, Trustee; Scott Miller, Trustee; Jim Reed, Trustee; David Shuey, Public Works Superintendent; Sheryl Blackaby, Secretary.

GUESTS: Leona Fletcher, Alan Stock.

The purpose of today's special meeting was to discuss the zoning inspector's position vacancy due to the February 20, 2012 resignation of Zoning Inspector Rhonda Painter.

The Trustees discussed the need for a full-time or part-time zoning inspector in the future. They discussed hiring Leona Fletcher as a part-time Zoning Inspector until the position is advertised and filled. Leona asked several questions. Her hours will be 8:00 to 11:30 a.m. Monday through Friday beginning February 13, 2012. She will be paid \$20.00 per hour. She will take care of zoning issues, answer phones and answer questions from residents. No insurance will be provided. She will be considered an employee of Xenia Township and not a sub-contractor. She will not attend Zoning Commission or Board of Zoning Appeals meetings.

The Township will begin proceedings on a bond for her. The secretary will give her passwords for the computer and phone messages and will give her an office key.

Scott Miller made a motion to hire Leona Fletcher as part-time zoning inspector for Xenia Township until a replacement may be hired. Amy Lewis seconded. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

EXECUTIVE SESSION:

Reed moved the Xenia Township Trustees retire to Executive Session for a personnel issue, on this day February 13, 2012, at 8:45 a.m. This is an exception to the Open Meeting Act as permitted by the ORC 121.22 (G). Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0. Those in attendance include Trustees Amy Lewis, Scott Miller, and Jim Reed; and Public Works Superintendent David Shuey.

Amy Lewis moved to return to regular session at 9:00 a.m. Miller seconded the motion. Roll call vote: Lewis-Aye; Miller-Aye; Reed-Aye. Motion passed 3-0.

ADJOURNMENT:

Having completed all of the regular business, Reed moved to adjourn at 9:01 a.m. Miller seconded the motion, all Trustees voted aye and the meeting adjourned.

Jim Reed, Chairman

Amy Lewis, Trustee

Scott Miller, Trustee

ATTEST:

David Shuey, Public Works Superintendent